



City of Danville, Virginia

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November 16, 2022
Addendum No. 1
RFP 22-23-040

"Unit Base Tree Clearance Services"

Please note the following changes:

- **Date Extension: Seal Bids are Due no later than:**

Thursday December 8, 2022 by 5:00PM

- **Pre-Bid Attendee Sheet and Agenda**

Below please acknowledge the questions and answers from the Pre-Bid meeting

Questions:

1. Liquidated damages and calendar days to complete?
2. Removals will be specified. (Curtis advised he had not yet put ribbon on the trees; he is awaiting homeowner's permission.)
3. Return all information via hard copy with RFP by deadline of December 8th at 5:00 pm.
4. Cleanup on removals?
5. Stump Spray?
6. Stump removals?
7. Special needs?

Answers:

#1. LIQUIDATED DAMAGES QUESTION – Job to be completed in 270 calendar days. Liquidated damages will be \$100 per day for every day after excluding weekends and holidays.

2. REMOVALS APPROVED FOR WORK WILL BE RIBBONED BEFORE WORK BEGINS ON A CIRCUIT. AN ELECTRONIC PERMISSION OR OTHER VERIFICATION OF NOTIFICATION FORM VISIBLE WITHIN THE FEATURE ON WORK MANAGEMENT SOFTWARE BEFORE STARTING ON THE CIRCUIT.

3. All correspondence associated with the bid shall be sealed and either mailed in or hand delivered.

4. TECHNICAL SPECIFICATIONS PAGE 19 SECTION CLEANUP AND SITE CONDITIONS STATES THAT "TREES, BRUSHWOOD, AND SLASH SHALL BE PLACED OR DISPOSED OF AS DESIGNATED BY THE DETAILED PROPERTY AND PROVISION LIST, OR AS DIRECTED BY DANVILLE MUNICIPAL POWER & LIGHT". FOR THIS RFP, BIDS SHALL BE BASED ON FULL CLEANUP OF ALL TREES. UNMAINTAINED OR WOODLOT AREAS WITHOUT MACHINE ACCESSIBILITY SHOULD BE BROUGHT TO THE ATTENTION OF DMP&L FOR APPROVED EXCEPTIONS. DMP&L WILL WORK WITH THE SUCCESSFUL BIDDER(S) TO CONNECT WITH SUITABLE URBAN WOOD RENEWAL PROGRAMS AS AVAILABLE.

5. AS AN INDUSTRY BEST PRACTICE, BIDDERS SHALL INCLUDE APPLYING STUMP TREATMENT, PER TECHNICAL SPECIFICATIONS, TO PLANNED TREE REMOVALS IN THE FILE 'COPY OF DANVILLE P&L2022UNITS' SPREAD SHEET; INSTRUCTIONS FROM DMP&L TO NOT APPLY STUMP TREATMENT SHALL NOT RESULT IN A CHANGE ORDER OR REDUCTION IN BILLABLE WORK.

6. SCOPE OF WORK DOES NOT INCLUDE STUMP GRINDING FOR LUMP SUM OFFERS. HOWEVER, AS ABLE, BIDDERS ARE REQUESTED TO INCLUDE A PRICE ON STUMP REMOVALS BY SIZE CLASS IN THE LABOR & EQUIPMENT RATE TAB OF FORM B_DMP&L 22_23 PRICING SHEET

7. SPECIAL NEEDS TREES HAVE SPECIFIC / NON-CONFORMING SPEC WORK PRESCRIBED BY DMP&L AND DRG WORK PLAN. THESE WILL BE BILLED AT T&M RATES. ESTIMATES ON HOURS TO COMPLETE SPECIAL WORK IS PLANNED AND INCLUDES SET UP AND BREAK DOWN TIME. CONTRACTORS WILL CONTACT DRG ARBORIST BEFORE BEGINNING WORK ON SPECIAL NEEDS TREES FOR APPROVAL OF PLAN AND START.

8. WALL TRIMS INCLUDE OVERHANG REMOVAL. RESIDENTIAL OR 'LINEAR' TRIMS: SOUND LIMBS AND TREE CROWNS ARE PLANNED TO RESTORE CLEARANCE FROM CONDUCTORS, AND AS PER PAGE 20 OF TECHNICAL SPECIFICATIONS, DEAD BRANCHES AND STRUCTURALLY WEAK LIMBS OVERHANGING PRIMARY CONDUCTORS SHALL BE REMOVED.

Danville Utilities
RFP 22-23-040 Unit Base Tree Clearance Services
Pre-Bid Meeting 11/14/22
10 a.m.
Danville Utilities
1040 Monument Street, Danville, VA 24541

Zoom Option: Join Zoom Meeting <https://us06web.zoom.us/j/81213778879>
Meeting ID: 812 1377 8879

AGENDA

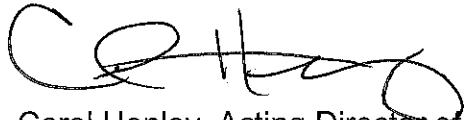
1. Welcome and Safety Message
2. Introductions and sign in/attendance record
 - a. Danville staff
 - b. DRG staff
 - c. On site guests
 - d. Zoom attendees
3. Bid documents for pre-bid meeting attendees
 - a. RFP use pp 1-13 as per website
 - b. Preplanned work units will be emailed
 - i. .kmz files
 - ii. spreadsheet
 - c. Attachments for bid will be emailed
 - i. Form A Technical Questions Datasheet
 - ii. Form B Pricing Sheet
 - d. Attachments for use during contract will be emailed
 - i. File C Vegetation Management Technical Specifications
 - ii. File D Invoicing Sheet for Unit Payments
 - e. Review Section 1.4 of RFP for the five responses required to RFP
4. Resourcekeeper app
 - a. Work locations and methods
 - b. Completing and requesting audits
 - c. Approval for invoicing
5. Invoicing – calculating units and percent of bid (File D)
6. Field review

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SIGN IN SHEET

PLEASE PRINT

NAME	COMPANY	PHONE	EMAIL
Carol Hanlon	Purchasing	434-799-6528	nenlecoj@danvilleva.gov
Joshua Pressley	Dorcy Tree	828-337-1632	joshua.pressley@dorcy.com
Marshall Crouse	xylem tree	804-372-3939	Mcrouse@xylemtree.com
Jerry Cochran ³	Asplundh Tree	276-734-5632	jcochr@asplundh.com
Jody Messick	Asplundh	804-380-5680	jmessick@asplundh.com
Jason Grey	Danville Utilities	(434) 799-5270	greyjce@danvilleva.gov
Bradley Baker	Townsend Tree Service	_____	bjbaker@TownsendTree.com
Joel Clarkston	xylem tree	757-406-5568	jclarkston@xylemtree.com



Carol Henley, Acting Director of Purchasing

Company Name: _____ Signature: _____

Address: _____ Signature: _____

(Printed)

_____ Title: _____

City State Zip Code

Date: _____ e-mail address: _____

Phone No: _____ Fax No: _____

END of Addendum No.1

All Other Specification Remains the same